

BILL PURCELL
MAYOR



Metropolitan Government of Nashville and Davidson County

HUMAN RESOURCES
BENEFIT BOARD
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NASHVILLE, TENNESSEE 37201

January 28, 2002

All Staff
Department of Finance
Metropolitan Government of Nashville and Davidson County

Re: Performance Management System

Dear Finance Department Staff:

Human Resources has reviewed the Finance department's new Performance Management System. I congratulate the team that developed this fine program which will greatly assist supervisors and managers with the essential task of evaluating an employee's performance. Your new performance management process will also provide each employee a ready opportunity to be an active participant in his or her own evaluation process.

It is important that Finance staff know that your new process is in compliance with all Civil Service rules and policies. Several departments have fine-tuned the evaluation process in order to better meet the needs of their individual agencies, but Finance has taken this to an exciting new level. The website is both impressive and easy to use.

In our workplaces there is no substitute for effectively communicating job requirements and career goals. The system your department is now implementing will certainly enhance and ensure that all staff will have a well-designed performance management structure in place that will establish and maintain this all too critical component.

Again, the Human Resources department congratulates those Finance staff members who developed this system, and I want to extend my personal appreciation to everyone in the department of Finance for participating in this process and making a solid commitment to your new Performance Management System.

Sincerely,

John W. (Billy) Lynch
Human Resources Director